



TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT

TRANSMITTAL MEMO

Town of Jackson

- ☒ Public Works/Engineering
- ☒ Building
- ☐ Title Company
- ☒ Town Attorney
- ☒ Police
- ☐ Ecosystem Coordinator

Joint Town/County

- ☒ Parks and Recreation
- ☒ Pathways
- ☒ Housing Department

Teton County

- ☐ Planning Division

- ☐ Engineer
- ☐ Surveyor- *Nelson*
- ☐ Assessor
- ☐ Clerk and Recorder
- ☐ Road and Levee

State of Wyoming

- ☐ Teton Conservation
- ☐ WYDOT
- ☐ TC School District #1

- ☐ Game and Fish

- ☐ DEQ

Federal Agencies

- ☐ Army Corp of Engineers

Utility Providers

- ☐ Qwest
- ☐ Lower Valley Energy
- ☐ Bresnan Communications

Special Districts

- ☒ START
- ☒ Jackson Hole Fire/EMS
- ☐ Regional Transportation

Date: January 14, 2025

Item #: P24-197

Planner: Andrew Bowen

Phone: 733-0440 ext. 1306

Email: abowen@jacksonwy.gov

Owners:

1220 Partners LLC
PO Box 422
Jackson, WY 83002

Applicant:

Nelson Engineering
Taylor Cook
PO Box 2870
Jackson, WY 83001

REQUESTS:

The applicant is submitting a request for an optional Pre-Application Conference with staff to discuss a proposed lot split and condominiumizing storage units process at 1220 Gregory Lane, legally known as PT. LOT 1, SEC. 6, TWP. 40, RNG. 116.

PIDN: 22-40-16-06-1-00-043

For questions, please call Andrew Bowen at 307-733-0440 x1306, or email the address shown to the left. Thank you.

Please respond by: February 4, 2025 (with Comments)

RESPONSE: For Departments not using SmartGov, please send responses via email to: planning@jacksonwy.gov



PRE-APPLICATION CONFERENCE REQUEST (PAP)

Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440 fax:
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

For Office Use Only

Fees Paid _____

Time & Date Received _____

Application # _____

Please note: Applications received after 3 PM will be process the next business day.

APPLICABILITY. This application should be used when applying for a **Pre-application Conference**. The purpose of the pre-application conference is to identify the standards and procedures of these LDRs that would apply to a potential application prior to preparation of the final proposal and to identify the submittal requirements for the application.

For additional information go to www.townofjackson.com/204/Pre-Application

PROJECT.

Name/Description: 1220 Gregory Lane-Lot split

Physical Address: 1220 Gregory Lane

Lot, Subdivision: _____ PIDN: 22-40-16-06-1-00-043

PROPERTY OWNER.

Name: Lane T Lamure (1220 Partners LLC)

Phone: _____

Mailing Address: PO Box 422, Jackson WY 83001

ZIP: _____

E-mail: llamure@gmail.com

APPLICANT/AGENT.

Name, Agency: Taylor Cook/Nelson Engineering

Phone: 307 249 7507

Mailing Address: PO Box 1599, Jackson WY

ZIP: 83001

E-mail: Tcook@nelsonengineering.net

DESIGNATED PRIMARY CONTACT.

_____ Property Owner ☒ Applicant/Agent

ENVIRONMENTAL PROFESSIONAL. For EA pre-application conferences, a qualified environmental consultant is required to attend the pre-application conference. Please see Subsection 8.2.2.C, Professional Preparation, of the Land Development Regulations, for more information on this requirement. Please provide contact information for the Environmental Consultant if different from Agent.

Name, Agency: _____ Phone: _____
Mailing Address: _____ ZIP: _____
E-mail: _____

TYPES OF PRE-APPLICATION NEEDED. Check all that apply; see Section 8.1.2 of the LDRs for a description of review process types.

_____ Physical Development Permit
_____ Use Permit
☒ Development Option or Subdivision Permit
_____ Interpretations of the LDRs
_____ Amendments to the LDRs
_____ Relief from the LDRs
_____ Environmental Analysis

This pre-application conference is:

_____ Required
_____ Optional
_____ For an Environmental Analysis
_____ For grading

SUBMITTAL REQUIREMENTS. Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Provide **one electronic copy** (via email to planning@jacksonwy.gov) of the submittal packet.

Have you attached the following?

_____ **Application Fee.** Go to www.townofjackson.com/204/Pre-Application.com for the fees.

_____ **Notarized Letter of Authorization.** A notarized letter of consent from the landowner is required if the applicant is not the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization template at <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-PDF>.

_____ **Narrative Project Description.** Please attach a short narrative description of the project that addresses:

_____ Existing property conditions (buildings, uses, natural resources, etc)
_____ Character and magnitude of proposed physical development or use
_____ Intended development options or subdivision proposal (if applicable)
_____ Proposed amendments to the LDRs (if applicable)

_____ **Conceptual Site Plan.** For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not be necessary. Contact the Planning Department for assistance. If required, please attach a conceptual site plan that depicts:

_____ Property boundaries
_____ Existing and proposed physical development and the location of any uses not requiring physical development
_____ Proposed parcel or lot lines (if applicable)
_____ Locations of any natural resources, access, utilities, etc that may be discussed during the pre-application conference

N/A _____ **Grading Information (REQUIRED ONLY FOR GRADING PRE-APPS).** Please include a site survey with topography at 2-foot contour intervals and indicate any areas with slopes greater than 25% (or 30% if in the NC Zoning District), as well as proposed finished grade. If any areas of steep slopes are man-made, please identify these areas on the site plan.

_____ **Other Pertinent Information.** Attach any additional information that may help Staff in preparing for the pre-app or identifying possible key issues.

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of Teton County to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

Taylor R. Cook

Signature of Owner or Authorized Applicant/Agent

Taylor R Cook

Name Printed

12/20/2024

Date

Project Manager

Title

12/20/2024

ATTN: Town of Jackson Planning Department

RE: Pre-application request for a potential lot split and condominiumization of storage units at 1220 Gregory Lane.

POTENTIAL PROJECT DESCRIPTION

As part of this Pre-application request we would like to have clarification on the permitting process to perform a lot split at 1220 Gregory Lane and what other standards might be required regarding road improvements, parking and any other standards that might be applicable. The property in question is zoned BP.

We would also like to discuss the possibility of condominiumizing the existing storage units and whether that is possible or not and what standards would apply along with the permitting process.

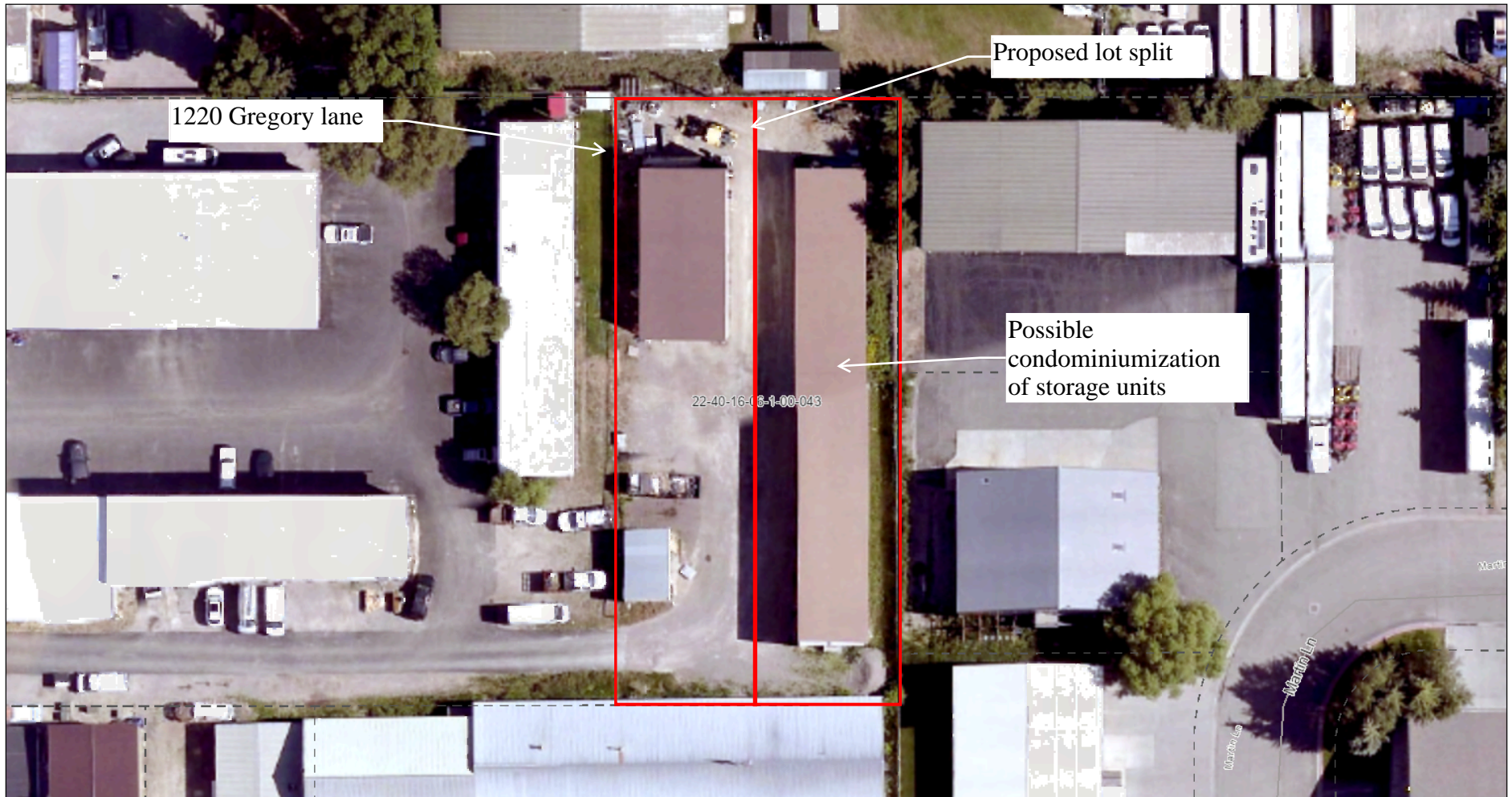
T-Map 307A (T-307A) states "The 30-foot access is for this lot subdivision only. Any future subdivision of lots 1 and/or 2 will require an increased easement width. If subdivision occurs will that 30' easement be required to be widened with the existing state of existing development for both 1220 Gregory Lane and 1200 Gregory Lane.

Please let me know if you have any additional questions and we look forward to setting up a Pre-application conference with you.

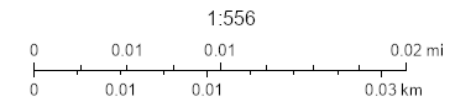
Sincerely,

Taylor R. Cook, MCRP, LEED
Project Manager
Tcook@nelsonengineering.net

ArcGIS Web Map



December 20, 2024



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodastyselsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin,



Town of Jackson
150 E Pearl Avenue
PO Box 1687, Jackson, WY 83001
P: (307)733-3932 F: (307)739-0919
www.jacksonwy.gov

Date:

LETTER OF AUTHORIZATION

NAMING APPLICANT AS OWNER'S AGENT

PRINT full name of property owner as listed on the deed when it is an individual OR print full name and title of President or Principal Officer when the owner listed on the deed is a corporation or an entity other than an individual: LANE T LAMURE Title: Principal

Being duly sworn, deposes and says that 1220 PARTNERS, LLC is the owner in fee of the premises located at: _____
Name of legal property owner as listed on deed

Address of Premises: 1220 Gregory Lane

Legal Description: 22-40-16-06-1-00-043

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Benjamin Goldberg/Taylor Cook-Nelson Engineering

Mailing address of Applicant/agent: PO Box 1599/Jackson WY/83001

Email address of Applicant/agent: Tcook@nelsonengineering.net

Phone Number of Applicant/agent: 307 249 7507

Is authorized to act as property owner's agent and be the applicant for the application(s) checked below for a permit to perform the work specified is this(these) application(s) at the premises listed above:

- ☒ Development/Subdivision Plat Permit Application ☐ Building Permit Application
☐ Public Right of Way Permit ☐ Grading and Erosion Control Permit ☐ Business License Application
☐ Demolition Permit ☐ Home Occupation ☐ Other (describe) _____

Under penalty of perjury, the undersigned swears that the foregoing is true and, if signing on behalf of a corporation, partnership, limited liability company or other entity, the undersigned swears that this authorization is given with the appropriate approval of such entity, if required.

Lane Lamure
Property Owner Signature

Principal
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF WYOMING)
) SS.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Lane Lamure this 20 day of December. WITNESS my hand and official seal.

Benjamin Goldberg
Notary Public

My commission expires:

